

MINUTES
Workforce Connection
Of Central New Mexico
Full Board Meeting
Monday, April 17, 2006
Mid-Region Council of Governments
809 Copper NW
Albuquerque, NM 87102
1:30 pm

Call to Order: 1:43 pm - John Sapien

Roll Call- Determination of Quorum - by Patrick Newman

Present

- Yoshiro Akutagawa
- William Alberti
- Steve Anaya
- Shoshana Avrishon
- Doug Calderwood
- Rolando Klein
- Jackie Ingle representing Connie Leyva
- Patricia Lincoln
- Rita Logan
- Edna Lopez
- J.C. Lopez
- Mary Lee Martin
- Kathy McCormick
- Virginia Murphy
- Norman Ration
- Claudette Riley
- Randy Sanchez
- John Sapien
- Jim Summers
- John Walstrum

Excused

- Martha Binford
- Rita Espinosa
- Chuck Gara
- Stephanie Hanosh
- Anna Ortiz
- Jeff Parker

Absent

- Lloyd Beebe
- Carol Biondi

- Robert Davey
- Vince Garcia
- Judy LeJeune
- Roger Madalenda
- Ben Silva
- Mike Swisher
- Dave Tixier

Arrived After Roll Call

- Jeff Armijo - came in during tab 4
- Ken Carson - came in during tab 2

Quorum was Established

Approval of Monday, April 17, 2006 Agenda

Motion: Randy Sanchez

Second: Edna Lopez

No Discussion

Action: Passed by voice vote

Tab 1. Approval of Minutes, Full Board: December 12, 2005

Motion: Kathy McCormick

Second: Steve Anaya

No Discussion

Action: Passed by voice vote

Tab 2. Monthly Expenditure Report - by Jan Borchardt

- Jan Borchardt explained the WCCNM (WIA and TANF) monthly expenditure report for the month ending March 31, 2006.
- Ms. Borchardt reported that the Youth Supportive services and Adult Services were budgeted historically and she will be working with the WCCNM Treasurer to transfer funds into those items to cover expenses through PY05.
- All TANF funds will be expended by June 30, 2006.

Discussion and Questions Followed

(John Sapien congratulated Mary Lee Martin on the public honor she received.)

FINAL ACTION ITEMS

There were two action items to discuss and vote on – All were passed by voice vote.

Passed by voice vote

- Approval of OWTD Funding for New Mexico Childcare Association On-line Curriculum
- Approval of TANF Three-Month Lease Extension for Copper Square Building.

**Tab 3. Approval of OWTD Funding for New Mexico Childcare Association On-line Curriculum-
Introduction and Background by Ramona Chavez**

- The New Mexico Childcare Association, through the WCCNM Training and Service Provider Committee, is requesting funding for upgrades and enhancements to their web-based curriculum.
- This web-based curriculum affords childcare providers in the central region an opportunity to increase and maintain state required training hours, and provides underemployed individuals with skill enhancements and exposure to the labor market.
- OWTD has granted sixteen thousand, fifty dollars (\$16,050.00) of 10% state-wide set aside funds for this curriculum.

Motion: J.C. Lopez

Second: Mary Lee Martin

No Discussion

Action: Passed by voice vote

**Tab 4. Approval of TANF Three-Month Lease Extension for Copper Square Building-
Introduction and Background by Lloyd Aragon**

- Effective July 1, 2005, WCCNM entered into an agreement with OWTD as the Administrative Entity for the TANF program.
- The WCCNM is seeking to extend the sub-lease agreement with the University of New Mexico for an additional three months effective April 1, 2006 through June 30, 2006; the extension will ensure continued service to clients while allowing time to create a transition plan for integration into a new location.
- The lease will not exceed thirty-four thousand, ninety-two dollars (\$34,092.00) per month, for a grand total of one hundred and two thousand, two hundred and seventy-six dollars (\$102,276.00) for a three-month period.
- Through this transition, all Bernalillo County TANF participants will continue receiving program services.

Discussion and Questions Followed

Motion: Judy LeJeune

Second: Steve Anaya

No Discussion

Action: Passed by voice vote

DISCUSSION ITEMS

Tab 5. Presentation of the Alchemy Training System - by John Garvey, Alchemy Training Systems

- The Alchemy Training Systems overview was presented to the State Board in December 2005, OWTD then requested that each of the local boards view the presentation.
- Alchemy Training Systems specializes in the production of multimedia training products with extensive experience in the creation of products that are effective for non-english speaking or educationally challenged persons possessing no computer experience or skills.

- Mr. Newman introduced John Garvey, Director of Business Development from Alchemy Training Systems at which time Mr. Garvey gave a PowerPoint presentation.

Discussion and Questions Followed

Tab 6. Update on Business Outreach MOUs - by Patrick Newman

- Patrick Newman presented the four local Economic Development reports for March 2006.
- Mr. Newman noted several key points within the MOUs, opening the door to new and expanding employers in the Central Region.
- The Economic Development organizations in the Central area are working closely with Manuel Casias, WCCNM Business Liaison, in bringing employers to the One-Stop Centers.

Questions Followed

Tab 10. TANF Update - by Lloyd Aragon

- Lloyd Aragon reported that the TANF program is 98%-99% staffed through NMDOL.
- Mr. Aragon noted that performance has been a challenge in the past 9 months; TANF performance numbers indicate that the Central Region is at 44.64% benchmark level.
- HSD and MRCOG have interviewed NMDOL staff to analyze business operations during transition.
- The TANF eligibility process is being reviewed in order to enhance the TANF requirements and improve the number of people being served, this, in turn, should help to improve performance.
- The data dump is still in process and has been a challenge; TANF has inherited 10,500 files and over 3,000 files should be currently active.
- NMDOL staff have been working diligently data scrubbing client files to ensure that all files are reflective of the Income Support Division's ISD II program and will have a positive impact on performance numbers.
- Staff will continue to update the Board on this issue.
- Lawrence Rael reported that a decision needs to be made by the Board to either include the TANF program as it is currently structured, or look at the new reauthorization of TANF as it relates to the program as a whole and change the program accordingly.
- Mr. Rael explained that the Board is not required to administer TANF, but it is a vehicle for bringing both the TANF and WIA programs together.
- The new Federal law has a different structure of performance measures for TANF.
- There are other Federal and state issues in terms of how TANF is operated, and Mr. Rael is currently seeking direction from the state.
- Mr. Rael also suggested the Board shift their focus towards TANF with the establishment of a sub-committee to address those issues.
- A special board meeting will be scheduled at the end of April/early May to discuss next year's budget allocations and resolve any budget issues. Allocations should be received by the end of this week.

Discussion and Questions Followed

REPORTS

Administrative Reports – by Patrick Newman

- Mr. Newman introduced new WIA staff, Marla Segura, Secretary, Manuel Casias, WIA Business Liaison, and Jesse Turley, Accounting Manager.

- In an effort to promote One-Stop services, posters geared toward the job-seeker and businesses will be distributed in the central area; a WCCNM banner will be utilized for job fairs and promotions.

Committee Reports -

Youth Council - by Mary Lee Martin

- The YDI Contract Review Task Force met on April 13, 2006 to review the YDI Scope of Work.
- The Youth Council met on April 13, 2006 and decided that Ms. Martin will attend the Performance and Monitoring Committee meetings pertaining to YDI issues.
- The next Youth Council meeting is scheduled for May 11, 2006.

Performance and Monitoring - by Virginia Murphy

- The Performance and Monitoring Committee met on April 12, 2006 and reviewed the performance of NMDOL, YDI and TANF.
- The Committee is working closely in dealing with job development in keeping with the BEDOSS initiatives.
- The Committee is also looking at building the capacity of the staff at the One-Stops through cost share allocations utilizing Wagner-Peyser and WIA funds.
- The next meeting is scheduled for May 10, 2006.

Training and Service Provider - by Rita Espinosa for Judy LeJeune

- The Committee met on March 16, 2006 and will be meeting every other month.
- The next meeting is scheduled for May 18, 2006.

Business Outreach - by Jeff Armijo

- Jeff Armijo encouraged all Board members to read the Business Outlook section of the Albuquerque Journal.
- Mr. Armijo encouraged others to join the Committee as better attendance is needed.
- The next meeting is scheduled for May 25, 2006.

PUBLIC COMMENT/ADJOURNMENT

- **Public Comment** - None
- **Adjournment** - 3:18 pm

NOTES

Next Meeting:

Date: June 19, 2006

Time: 1:30 pm

Location: Mid-Region Council of Governments - Board Room